DEPARTMENT OF GENERAL SERVICES RECORDS MANAGEMENT DIVISION RECORDS RETENTION AND DISPOSAL SCHEDULE

Schedule No.		
Page	of	

DEC.	RECORDS MANAGEMENT		Page of
RECORDS RETENTION AND DISPOSAL SCHEDULE Agency Divisi			on/Unit
Item No.	Descript	tion	Retention
Schedule Approved by Department, Agency,		Schedule Authorized by Sta	te Archivist
	Representative.	Doto	
		Date	
Signature			
Typed Name	e	Signature	
Title			

DEPARTMENT OF GENERAL SERVICES RECORDS MANAGEMENT DIVISION RECORDS RETENTION AND DISPOSAL SCHEDULE (Continuation Sheet)

Schedule No.
Page of

Agency Division/Unit

Item	Description	Retention
No.		